

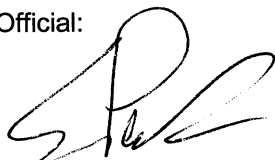
Personnel – General

Army National Guard (ARNG) Active Guard Reserve (AGR)
Active Service Tour Continuation Board (ASCTCB)

By Order of the Adjutant General:

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Official:



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History. This printing publishes the initial version of this Publication based on the NGB MOI 04.

Summary. This publication implements guidance which establishes the process for the Active Service Tour Continuation Board.

Suggested improvements. The proponent of this publication is the Human Resource Management Office. Users are invited to send comments and suggested improvements to The Adjutant General's Department, ATTN: AGKS-HRO, 2800 SW Topeka Blvd, Topeka, KS 66611

Distribution: B

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1-1. References.

- a. AR 135-18, The Active Guard Reserve (AGR) Program
- b. AR 135-205, Enlisted Personnel Management
- c. AR 600-8-2, Suspension Of Favorable Personnel Actions (FLAGS)
- d. AR 600-8-104, Military Personnel Information Management/Records
- e. AR 623-205, Noncommissioned Officer Evaluation Reporting System
- f. AR 635-202, Enlisted Personnel (Separations)
- g. AR 640-30, Photographs for Military Personnel Records
- h. NGR 600-200, Enlisted Personnel Management
- i. NGB Pam 680-3, Army National Guard Retirement Points Accounting System (RPAS)
- j. KS SOP 600-9, Weight Control Program
- k. Personnel Policy Guidance (PPG) for Mobilization and demobilization under the provisions of 10 USC 12302 or 10 USC 12304

1-2. General. This SOP provides specific guidance and information on the Kansas Army National Guard Active Service Tour Continuation Board (ASTCB). The intent is to provide content and direction for program management to commanders, personnel managers at all levels, supervisors and individual Soldiers.

1-3. Applicability. This SOP is applicable to Soldiers in the Kansas Army National Guard AGR Title 32 Program.

1-4. Counseling.

- a. The best discussion of leadership and counseling can be found in FM 22-100 (Army Leadership). The only absolute requirement is that leaders regularly counsel their Soldiers. The leader who neglects counseling their Soldiers is negligent in performance of their duty.
- b. The focus of counseling is the "Be, Know and Do" principles. Counseling should cover values, character traits, knowledge, skills or behavior that an individual must change to be a better Soldier.
- c. The primary tool for professional development is the proper use of the DA Form 2166-8 (Noncommissioned Officer Evaluation Report Support Form). Counseling sessions should include the tasks to be performed, expected level of performance (standards), and any additional training or schooling required for success. It is the responsibility of the senior rater to insure this counseling is meaningful.

ADMINISTRATIVE INSTRUCTIONS

1-5. General Requirements.

a. The AGR Program Manager, as designated by the TAG, will furnish the board with names and board consideration files of the Soldiers to be considered for Active Service (AS) extension. If the AGR Program Manager falls within the zone of consideration and is to be boarded by the ASTCB, the TAG will appoint a senior NCO to manage the execution of the ASTCB and assume all responsibilities pertaining to the board. Questions from board members regarding personnel records, eligibility of Soldiers, and administrative procedures will be directed to the recorder who will obtain clarification or additional information for the AGR Program Manager or the individual designated by the TAG.

b. All ASTCB results are reviewed by NGB-ARH-S.

c. The TAG is the final approving authority for Enlisted ASTCB results.

d. The DA-G1 is the final approving authority for Officer ASTCB results.

1-6. Information Considered.

- a. In discharging your board duties, you may consider the following information furnished to the board:

(1) The performance portion of the Official Soldier Military Personnel Files, documents provided pursuant to clause (2) and subparagraph b. below, official military photograph, DA Form 2-1 and the restricted fiche IAW CNGB authority as per para 2-7 of AR 600-8-104. Additionally, documents such as General Officer letters of reprimand and other documents considered disciplinary in nature and properly filed in the local file will be included in the Soldiers' ASTCB review file.

(2) Written communication (not to exceed one page in length per document), that may include letters from third parties that address matters contained in the Soldier's military record, are permissible as long as the Soldier under consideration submits the information to the board.

b. The board may not use personal knowledge in its deliberations. If a board member has personal knowledge concerning a Soldier's performance or conduct, which is not documented in the records provided to the board, and the board member feels the information is of great significance, then the board member will summarize the information in writing and provided it in a sealed envelope to the board recorder. The board recorder will seek guidance from the AGR Program Manager. Unless authorized to do so through the recorder, a board members will neither disclose nor discuss the information with any other board member, nor disclose nor discuss the identity of the Soldier about whom information was given to the recorder under this procedure.

c. Board members may not discuss or disclose to other members of the board third party information or the opinion of any person not a member of the board concerning a Soldier being considered unless that opinion is contained in material properly presented before the board as discussed in paragraph 1-6a(2) above.

d. The TAG or his representative may discuss highlights of the Memorandum of Instruction (MOI) with the board. A representative of the TAG will provide an informational Brief to the board on administrative matters, such as the demographics of the population under consideration and the Soldier evaluation system. These briefings are informational in nature and do not constitute additional guidance to the board.

1-7. Procedures.

1. The TAG will establish selection objectives and submit them the NGB-ARH-S prior to the board convening. This report will be completed in accordance with the MOI.

a. Selection Objectives must be submitted and approved prior to the convening of the ASTCB. (Figure C-2.)

b. The board membership demographics report must be submitted and approved prior to the convening of the ASTCB. (Figure C-3.)

c. All leadership members involved with the establishment of the selection objectives will sign a Memorandum of Agreement to approve the Selection Objectives.

2. Board members will use the following general procedures in evaluating the records of Soldiers under consideration for each competitive category.

a. The board will consider and evaluate the entire record of each Soldier under consideration using the "whole person concept" to evaluate potential continued performance of each Soldier being considered. (*See Appendix A for Whole Person Concept.*)

b. Using the "best qualified" voting method, each board member will award a numerical score to assess each Soldier's potential. (*See Appendix B for numerical scoring criteria.*)

c. The board recorder will then merge all board member scores to produce a separate relative Order of Merit List (OML) of all Soldiers by grade and MOS competitive category.

d. The board may only recommend those Soldiers it considers to be "fully qualified" for extension. To this end, the board members should satisfy themselves that the Soldier is qualified professionally and morally, has demonstrated integrity, is physically fit, and is capable of performing his or her expected duties.

e. The board will then recommend Soldiers for continuation in the AGR program IAW the selection objectives.

f. The selection objectives, based on vacant or potentially vacant positions, provided by the TAG provide the maximum number per MOS to be recommended by the board. The president and recorder are responsible for ensuring maximum requirements are not exceeded. If no fully qualified Soldiers of a particular grade are available to meet the board selection objectives, the board may recommend a fully qualified Soldier in the next lower grade, provided that Soldier is selected for promotion. This type of board action must be justified in the after action report (see para 1-10a below).

g. The board will not consider the files of any Soldier against a selection objective of zero. If there is no selection objective for a specific grade and/or specific military occupational specialty then there should be no review or consideration of records for Soldiers of that specific grade by the ASTCB.

h. The board will consider Soldiers that will hit their Retirement Control Point (RCP) or Mandatory Retirement Date (MRD) during the zone of consideration because of promotion potential. If the Soldier is not promoted before his RCP/MRD, the Soldier will be released from the AGR program.

i. If a soldier, due to reaching their RCP or age 60, cannot be extended the full 24 months, they will be extended the number of months to take them to their RCP or age 60. Enlisted Soldiers cannot be extended past their RCP. Officers cannot be extended beyond their MRD.

j. All flagged Soldiers will be boarded. If selected, the Soldier will have until the end of the 4th month after the board results are approved to have the flag lifted. If the flag is lifted, the Soldier will be extended. If the flag is not lifted within this 4 month period, the Soldier will be considered non-select and will be separated from the AGR program at the end of the 4th month after the board results are approved or upon attaining 20 years AS, whichever is later.

k. If there is a tie during the voting process the Order of Merit (OML) will be determined by (1) Date of Rank (DOR). (2) By length of total active service (BASD) regardless of component; (2) Date of Rank (DOR), when BASD are the same; or (3) By date of birth when 1 and 2 are the same. The Soldiers will then be reinserted into the OML. The Soldier with the least number of years in service will receive the higher ranking on the OML. (For example, if two Soldiers are tied with 16 points for position 9, the listed discriminators will be used in order to determine the Soldier who is ranked number 9 and number 10. The Soldier with fewer years in service, less time in rank, or is younger depending on the criteria used will be 9 on the OML.) The objective is to retain those Soldiers that have the most time left to serve before mandatory retirement.

l. States/territories will not be allowed to re-board. Only one board will be held per FY. If the ASTCB is conducted in violation of the MOI all Soldiers who were reviewed by the ASTCB and who will obtain 19 years or more AS within the zone of consideration will be separated from the AGR program at the end of the Zone of Consideration, upon obtaining 20 years AS, or the end of their current AS extension, whichever is later. The convening authority will determine if an ASTCB is to be in violation of the MOI.

1-8. Mobilized Soldiers.

a. Mobilized Soldiers that fall within the zone of consideration will be boarded by their respective state/territory.

b. It is the AGR manager's responsibility to ensure the mobilized Soldier's file is as complete as possible and submitted to the ASTCB for review. Board members will ensure a mobilized Soldier is not disadvantaged if their file is not current within reason due to their mobilized status.

c. If a mobilized Soldier is not selected for an AS extension by the board, that Soldier shall remain on Active duty until demobilized. Once demobilized and returned to home station that Soldier will then be separated from the AGR program within 120 days after release from stop-loss.

1-9. Board Composition.

- a. The TAG will determine the prescribed board and ensure it meets the needs of their respective organization.
- b. The board will consist of a voting board president, two or four voting members and one non-voting recorder.
- c. The ASTCB may have a mix of Army Personnel and may include an Active Component (AC) member. The board members can either be officers, warrant officers, or enlisted Soldiers. Air National Guard (ANG) members may not be used for board membership under any circumstances. The TAG may request support from other state/territories for senior grade personnel.
- d. All members of the board (except the recorder) will have TIG over the AGR Soldiers being reviewed. To the extent possible, board members should be one grade senior to all being reviewed.
- e. Board members will be rotated so that they do not sit on consecutive boards. Exception to this rule will occur if the state/territory has a difficult time meeting the female/minority board membership issue. A request for exception will be forward to NGB-ARH-S for approval.
- f. All board members will be present for all sessions.
- g. An additional officer, warrant officer, or NCO will be appointed as recorder without a vote.
- h. Boards considering females and minority Soldiers must include female and minority representation.
- i. A person being considered by the board will not serve as a member of the board or as a recorder.
- j. The TAG cannot serve as a member of the board.

1-10. Reports.

Prior to adjourning, the board must complete the following reports for submission by the Board President, through NGB-ARH-S for administrative review, to the TAG for approval. The reports will be marked "FOR OFFICAL USE ONLY" and sent under cover of an AGR ASTCB Results Memorandum.

a. Report of Proceedings/After Action Report (Figure C-1). Send to NGB-ARH-S 1411 Jefferson Davis Highway, Arlington VA 22202. The report will highlight the collective observations, concerns, and recommendations of the board. In particular, the report will address specific personnel management concerns that relate to the board's inability to meet the selection objectives contained in the MOI. In addition, comments and suggestions should be made, where appropriate, for the conduct and operation of future AS extension boards. The TAG may request in writing that the Board President address specific questions in the report.

b. Selection Objectives (Figure C-2). The selection objectives form is required **PRIOR** to the convening of the ASTCB and with the final board report. The selection objectives must match the objective submitted to NGB-ARH-S prior to the board's convening date.

c. Board Membership Demographics (Figure C-3). The board membership demographics form is required **PRIOR** to the convening of the ASTCB and with the final board report.

d. Order of Merit List (OML) (Figure C-4). An OML is a list in numerical sequence by order of merit and sorted by competitive category and grade of all Soldiers reviewed for AS extension. The OML includes all Soldiers reviewed by the board. Only if there is a selection objective for a particular grade will Soldiers of that grade be

reviewed. The format of the OML will include the following categories: the order of merit sequence number, name, SSAN, rank, MOS, gender, race, date of rank (DOR), BASD, current Retire Release Date (RRD), select, non-select, months extended and new RRD. The RRD cannot exceed the Soldiers' RCP.

e. Board Statistical Report (Figure C-5). A by-grade list that includes a statistical recapitulation of considered and selected Soldiers for continuation in the AGR program.

1-11. Oaths.

a. The Board President shall administer the flowing oath or affirmation to the recorder:

"Do You, _____, solemnly swear (or affirm) that you will keep a true record of the proceedings of this board, and further that you will not divulge the proceedings or results thereof pertaining to the recommendation of individual Soldiers except to proper authority."

The board recorder shall respond: "I do."

b. The recorder shall administer the following oath or affirmation to each member of the board:

"Do You _____, solemnly swear (or affirm) that you will, without prejudice or partiality, and having in view the special fitness of Soldiers, perform the duties imposed on you, and further, that you will not divulge the proceedings or results thereof pertaining to the recommendation of the individual Soldiers except to proper authority."

Each member of the board shall respond: "I do."

1-12. Disclosure of Information.

a. The board will not adjourn until authorized to do so by the TAG.

b. Upon board adjournment, specific statistical analyses or details of the board proceedings pertaining to the recommendation of individual Soldiers, whether recorded or unrecorded, will not be disclosed.

c. Board membership will not be revealed until the TAG approves the board report.

d. After the board is adjourned, members may familiarize other Soldiers with the selection board procedures in general. However, board members will not disclose statistical analyses, detail of the board proceedings, or specifics pertaining to the recommendation of individual Soldiers unless authorized to do so by the TAG.

Appendix A

Whole Person Concept

A-1. The selection board process is one of subjective evaluation of each individual Soldier's record against a subjective standard and then forming a rank order based on the resulting scores of that process. This annex is designed to help board members and the Soldiers being ranked understand the "Whole Person Concept" as used in the selection process by the Kansas Army National Guard.

A-2. Figure A-1 is the word picture of the scoring criteria used in the voting by the board members.

- A-3.** The "Whole Person Concept" is one that uses all factors of the Soldier in development of a subjective rating. The following is the whole person criteria for selection:
- a. The Kansas Army National Guard does not prescribe specific qualifications necessary for promotion or schooling. Accordingly, no single minor weak area should become overriding. However, the board may properly base non-selection on a major weak area, major disciplinary action, relief for cause, demonstrated cowardice, moral turpitude, professional ineptitude, or lack of integrity.
 - b. The principle criterion for selection must be the potential of the Soldier for outstanding service in the next higher grade. It is the composite of all other criterion that is the "whole person concept".
 - c. Because the selection process is inherently a product of the summary subjective evaluation of each Soldier's record by each board member, these indicators may receive different relative weights in the minds of the respective board members. Without any rank order or emphasis, the board members must consider the following indicators of potential:
 - (1) Military Bearing and Physical Fitness. Evaluate the Soldier's fitness for duty considering the standards of AR 600-9 and the Soldier's overall appearance. Review the official photograph, and entries on evaluation reports.
 - (2) Military Education. Evaluate the appropriateness and extent of training, to include military schooling, special skill qualifications, and other training conducted by the Armed Forces. Consider Academic Evaluation Reports (AER), and specific comments on Noncommissioned Officer Evaluation Reports (NCOER) to evaluate this indicator.
 - (3) Civilian Education. Evaluate the appropriateness and amount of education the Soldier has obtained from civilian institutions.
 - (4) Assignment History. Evaluate the Soldier's assignment history to assess his or her professional development. Duty description information on the NCOER depicts developmental experience.
 - (5) Record of Performance. Evaluate how well the Soldier performed in various assignments throughout his or her period of service. Obtain this information from evaluation reports (NCOER) and other documents in the State file. Consider the following attributes as you review each record:
 - (a) Ability to Conceptualize, Teach-Coach, and Communicate. The capacity to create and maintain effective interpersonal relationships, and to communicate both orally and in writing indicates a Soldier's ability to influence others, to lead, and to manage effectively. Select Soldiers who can conceptualize the future and who can teach subordinates to improve themselves and to enhance unit achievement.
 - (b) Manner of Performance. Determine whether the Soldier has performed his or her assigned duties with intelligence, creativity, and professional competence. Assess trends in efficiency, up or down, as the Soldier gains experience and increased responsibility. Evaluate the Soldier's potential from the content of the reports available, not from the number of reports in the file.
 - (6) Professional Attributes and Ethics. Evaluate how well the Soldier fulfills his or her commitment to serve the Nation. This requires a summary evaluation of the Soldier's dedication, professional deportment, respect for fellow Soldiers, desire to excel, and adherence to the professional Army ethic. Review comments on evaluation reports, commendatory and disciplinary information, and professional certification entries. In weighing this factor, keep the following in mind:
 - (a) Integrity and Character. These attributes constitute the real foundation of successful leadership. Soldiers must set a positive personal example and demonstrate an unequivocal commitment to the values of the professional Army ethic. Absolute integrity of word, deed, and

- signature is a matter that permits no compromise. A Soldier who has sacrificed his or her integrity has forfeited the respect and trust of those with whom he or she serves.
- (b) Attitude, Dedication, and Service. Pay particular attention to the selfless Soldier whose record reflects a consistent willingness to make personal sacrifices in order to accomplish his or her mission and to the bold and innovative Soldier who demonstrates a willingness to take calculated, but not indiscriminate, risks.
 - (c) Concern for Soldiers and Families. Soldiers are the Guard's most important resource. Select the Soldier who exhibits imagination in challenging subordinates; who treats Soldiers, civilians, and their families with dignity and respect at all times and who has sympathy and compassion for others' real individual and personal problems.
- d. The basic and most important document in a Soldier's file is the DA Form 2166-8 (Noncommissioned Officer Evaluation Report), which was implemented in October 2001. A single report with a relatively low score should not normally be the basis for non-selection.
- (1) Examine each NCOER closely to assess patterns of strengths and weaknesses over a period of time. Do not consider reports prepared by civilian officials to be inherently less valuable and do not use such reports as a basis to distinguish between Soldiers with similar performance records. Consider the following as you review each report:
 - (a) Experience and qualification,
 - (b) Length of time covered by the report, and
 - (c) Consistency of ratings over a period of time.
 - (2) All aspects of the NCOER are significant. Among the features on the DA Form 2166-8 that merit particular attention is:
 - (a) The scope and degree of responsibility in terms of resources, people, facilities, and dollars managed as outlined in the duty description;
 - (b) Trends in professional competence, viewed over a series of reports;
 - (c) The rater's performance evaluation, with particular attention given to the attendant narrative that deals with the specifics of performance; and
 - (d) The rater's assessment of the rated Soldier's potential and the accompanying narrative comments that address the individual's potential to serve in positions of greater responsibility.
 - (3) The senior rater's evaluation.
 - (a) This consists of three distinct elements: the overall performance in current grade and assignment box check, the potential box check (indicating potential for positions of greater responsibility), and the senior rater's narrative comments.
 - (b) The relative weight the board gives to the rated Soldier's potential rating, as indicated by his or her ranking is dependent on both the senior rater's selection and the senior rater's narrative comments concerning the rated Soldier's potential.
 - (c) The narrative is particularly important to the senior rating. It lends meaning and interpretation to the other elements of the senior rater's evaluation, assesses the rated Soldier's potential, and may address specific aspects of performance.
 - (d) These three distinct elements of the senior rater's evaluation must be considered as an entity. The Soldier must be considered as a whole. All Soldiers will have strengths and weaknesses that the board must balance and determine the Soldiers overall contributions to the Kansas Army National Guard.

Appendix B
Numerical Scoring Criteria

1 TO 6 SCORING CRITERIA

SELECT

6 +/- Absolutely – Exceptional Performance – Very Top of the Pack – Clearly Defined Potential – Definite Select

5 +/- Yes – High in the Pack – Clearly Ahead of Contemporaries – Performs Well – Must Select

4 +/- Solid Performer – Qualified and Responsible – Fully Deserves Selection – Should Select

3 +/- Shows Potential – Inexperienced – Has not had diverse assignments – Will Do Better Next Year – Select if There is Room


NON-SELECT

2 +/- Below Center of Pack – Several Minor Weak Areas – Single Major Weakness – Do Not Select – Possible Show Cause

1 +/- Bottom of the Pack – Too Many Weaknesses – Do Not Select – Possible Show Cause

INDICATORS

- **Military Education and Professional Training**
- **Job Performance**
- **Potential**
- **Experience**
- **Physical Fitness**
- **Command Time**
- **Moral Standards and Integrity**
- **Assignment History**
- **Dedication and Attitude**
- **Judgment**
- **Civilian Education**

Figure B-1. Word Picture

TOTAL SCORING RESULTS

B-1. Cumulative Scores will be dependent on the size of the board.

a. THREE MEMBER BOARD

Member1	Member2	Member3	Total	Determination
6	6	6	18	select
6	6	5	17	select
6	5	5	16	select
5	5	5	15	select
5	5	4	14	select
5	4	4	13	select
4	4	4	12	select
4	4	3	11	select
4	3	3	10	select
3	3	3	9	select
3	3	2	8	select
3	2	2	7	select
2	2	2	6	non-select
2	2	1	5	non-select
2	1	1	4	non-select
1	1	1	3	non-select

b. FIVE MEMBER BOARD

Member1	Member2	Member3	Member4	Member5	TOTAL	Determination
6	6	6	6	6	30	select
6	6	6	6	5	29	select
6	6	6	5	5	28	select
6	6	5	5	5	27	select
6	5	5	5	5	26	select
5	5	5	5	5	25	select
5	5	5	5	4	24	select
5	5	5	4	4	23	select
5	5	4	4	4	22	select
5	4	4	4	4	21	select
4	4	4	4	4	20	select
4	4	4	4	3	19	select
4	4	4	3	3	18	select
4	4	3	3	3	17	select
4	3	3	3	3	16	select
3	3	3	3	3	15	select
3	3	3	3	2	14	select
3	3	3	2	2	13	select
3	3	2	2	2	12	select
3	2	2	2	2	11	select
2	2	2	2	2	10	non-select
2	2	2	2	1	9	non-select
2	2	2	2	1	9	non-select
2	2	2	1	1	8	non-select
2	2	1	1	1	7	non-select
2	1	1	1	1	6	non-select
1	1	1	1	1	5	non-select

Appendix C
Board Reports

TAB A – After Action Review

AGKS-HRO

___ January 2005

MEMORANDUM THRU NGB-ARH-S

FOR Headquarters, Department of the Army, G-1, DAPE-MPO-S (LTC Lenk), 300 Army
Pentagon, Washington, DC 20301

SUBJECT: Report of Proceedings/After Action Report (AAR of FY04 Active Guard Reserve
(AGR) Active Federal Service Tour Continuation Board (AFSTCB)

1. The Kansas January 2005 AGR AFSTCB convened at _____ hours, __ January 2005 at the State Defense Building, Topeka, Kansas.
2. The purpose of the board, acting under oath and having in view the special fitness of Soldiers and the efficiency of the Army National guard, has carefully reviewed the record of every officer submitted to it for consideration as specified in the Memorandum of Instruction. In the opinion of the majority of the members, the Soldiers annotated as "select" on the enclosed Order of Merit List (OML) are fully or best qualified to assume the duties of the branch, functional area, or military occupation specialty designated to meet the needs of the Army National Guard as depicted in the instructions to the board. They are hereby recommended for AFS extension.

A copy of the board Appointment memorandum is at Enclosure 1. Also, included herewith are:

- Selection Objectives
- Board membership demographics
- Master Order of Merit List (OML)
- OMLs to show all officers considered beyond
 - 20 years AFS
 - 22 years AFS
- Statistical report

3. Board Methodology of selection and results:

- a. The Board used the whole person, best-qualified method of selection as prescribed in the MOI.

AGKS-HRO

SUBJECT: Report of Proceedings/After Action Report (AAR of FY04 Active Guard Reserve (AGR) Active Federal Service Tour Continuation Board (AFSTCB)

b. The board used the following general procedures to evaluate the records considered:

(1) Each Board member carefully considered and evaluated the entire file of each Soldier.

(2) The Board carefully determined and identified an order of merit list for those officers who were fully and best qualified for extension in the ARNG AGR Program based upon the guidance for selection as stipulated in the MOI.

4. Board observations/recommendations:

a. **Issue:** *Concerns Identified by the board members during the board proceedings will be discussed in these paragraphs.* **Recommendation:** *All issues raised should have recommended solutions suggested by the board members in the after action review.*

b. **Issue:** . **Recommendation:** .

5. Board Issues/Recommendations: *The demographics of the board membership consisted of two male officers, two male enlisted noncommissioned officers and one female minority officer. There were two female Soldiers and one minority Soldier boarded. The board was in compliance with these requirements.*

6. Administrative issues/recommendations.

a. *Noncommissioned Officer Evaluation Reports (NCOER) were current in the files. This enabled the board to have an accurate understanding of the Soldiers' performance and experience.*

b. *Information binders provided to the board was beneficial.*

7. The board recessed at _____ hours on ____ January 2005.

8. This is to certify that the Kansas AGR AFSTCB members listed have agreed upon the recommendations.

AGKS-HRO
SUBJECT: Report of Proceedings/After Action Report (AAR of FY04 Active Guard Reserve (AGR) Active Federal Service Tour Continuation Board (AFSTCB)

9. POC for this action is Lt Col Rexer at Comm: 785-274-1167/DSN: 820-8167.

FOR THE ADJUTANT GENERAL:

FIRSTNAME MI LASTNAME
COL, KSARNG
Board President

FIRSTNAME MI LASTNAME
CSM, KSARNG
Member

FIRSTNAME MI LASTNAME
CSM, KSARNG
Member

FIRSTNAME MI LASTNAME
CSM, KSARNG
Member

FIRSTNAME MI LASTNAME
CSM, KSARNG
Member

FIRSTNAME MI LASTNAME
_____, KSARNG
Recorder (w/out vote)

Figure C-1. After Action Review Memorandum

TAB B - SELECTION OBJECTIVES

Enlisted	SPC	SGT	SSG	SFC	MSG	SGM	CSM
MOS	MAX	MAX	MAX	MAX	MAX	MAX	MAX
00Z	0	0	0	0	0	0	0
11Z	0	0	0	0	0	0	0
13B	0	0	0	0	0	0	0
13F	0	0	0	0	0	0	0
13M	0	0	0	0	0	0	0
13Z	0	0	0	0	0	0	0
52X	0	0	0	0	0	0	0
63H	0	0	0	0	0	0	0
63Z	0	0	0	0	0	0	0
71L	0	0	0	0	0	0	0
73C	0	0	0	0	0	0	0
75H	0	0	0	0	0	0	0
79T	0	0	0	0	0	0	0
88M	0	0	0	0	0	0	0
88Z	0	0	0	0	0	0	0
91W	0	0	0	0	0	0	0
92A	0	0	0	0	0	0	0
92Y	0	0	0	0	0	0	0
95B	0	0	0	0	0	0	0
Totals:	0	0	0	0	0	0	0

0

Figure C-2. Selection Objectives

TAB C – BOARD MEMBERSHIP DEMOGRAPHICS

FY05 JANUARY 2005 AFSTCB KANSAS

DATE of AFSTCB: ____ JANUARY 2005

Name	Rank	SSN	DOR	Race	Gender	Status	Position
LASTNAME, FIRSTNAME MI.	COL	123-45-6789	910101			Voting	President
LASTNAME, FIRSTNAME MI.	CSM	123-45-6789	910101			Voting	Member
LASTNAME, FIRSTNAME MI.	CSM	123-45-6789	910101			Voting	Member
LASTNAME, FIRSTNAME MI.	CSM	123-45-6789	910101			Voting	Member
LASTNAME, FIRSTNAME MI.	CSM	123-45-6789	910101			Voting	Member
LASTNAME, FIRSTNAME MI.	CW2	123-45-6789	NA			Non Voting	Recorder

FOR OFFICAL USE ONLY

Figure C-3. Board Demographics

TAB D - ORDER OF MERIT LISTING (OML)

OML NUMBER	NAME	SSN	RANK	Current Pos	MOS	GENDER	RACE	DOR	BASD	*Current RRD	*SELECT	NON- SELECT	*MONTHS EXTENDED	*NEW RRD
1	LASTNAME, FIRSTNAME MI	123-45- 6789	CSM			MALE	CAUCASIAN	990601	85010 1	050101			24	07010 1
2	LASTNAME, FIRSTNAME MI	123-45- 6789	CSM			MALE	BLACK	000501					12	
1	LASTNAME, FIRSTNAME MI	123-45- 6789	SGM			MALE	CAUCASIAN	010501					24	
2	LASTNAME, FIRSTNAME MI	123-45- 6789	SGM			MALE	CAUCASIAN	020501					24	
1	LASTNAME, FIRSTNAME MI	123-45- 6789	MSG			MALE	CAUCASIAN	980928					24	
2	LASTNAME, FIRSTNAME MI	123-45- 6789	MSG			FEMALE	CAUCASIAN	990201					24	
3	LASTNAME, FIRSTNAME MI	123-45- 6789	MSG			MALE	CAUCASIAN	000202					24	
1	LASTNAME, FIRSTNAME MI	123-45- 6789	SFC			MALE	CAUCASIAN	000301					24	
2	LASTNAME, FIRSTNAME MI	123-45- 6789	SFC			MALE	CAUCASIAN	981209					24	
1	LASTNAME, FIRSTNAME MI	123-45- 6789	SSG			MALE		990202					24	
2	LASTNAME, FIRSTNAME MI	123-45- 6789	SSG			MALE		000202					24	
3	LASTNAME, FIRSTNAME MI	123-45- 6789	SSG			FEMALE	CAUCASIAN	020914					24	
1	LASTNAME, FIRSTNAME MI	123-45- 6789	SGT			MALE							24	
2	LASTNAME, FIRSTNAME MI	123-45- 6789	SGT			MALE							24	
3	LASTNAME, FIRSTNAME MI	123-45- 6789	SGT			MALE	CAUCASIAN	011116					24	

Figure C-4. Order of Merit Listing (OML)

TAB E – Statistical Report

Statistical Report of Active Service Tour Continuation Board (ASTCB) Deliberations FY05

CSM	Tot con	Select	% Sel
White	3	3	100%
Black	1	1	100%
Asian	0	0	0%
Am Indian	0	0	0%
Hispanic	0	0	0%
Pacific Isl	0	0	0%
Other/unk	0	0	0%
Female	0	0	0%
Male	4	4	100%

SGM	Tot con	Select	%Sel
White	3	3	100%
Black	0	0	0%
Asian	0	0	0%
Am Indian	0	0	0%
Hispanic	0	0	0%
Pacific Isl	0	0	0%
Other/unk	0	0	0%
Female	1	1	100%
Male	2	2	100%

MSG	Tot con	Select	% Sel
White	1	1	100%
Black	0	0	0%
Asian	0	0	0%
Am Indian	0	0	0%
Hispanic	0	0	0%
Pacific Isl	0	0	0%
Other/unk	0	0	0%
Female	1	1	100%
Male	0	0	0%

SFC	Tot con	Select	%Sel
White	1	1	100%
Black	0	0	0%
Asian	0	0	0%
Am Indian	0	0	0%
Hispanic	0	0	0%
Pacific Isl	0	0	0%
Other/unk	0	0	0%
Female	0	0	0%
Male	1	1	100%

SSG	Tot con	Select	% Sel
White	1	1	100%
Black	0	0	0%
Asian	0	0	0%
Am Indian	0	0	0%
Hispanic	0	0	0%
Pacific Isl	0	0	0%
Other/unk	0	0	0%
Female	1	1	100%
Male	0	0	0%

SGT	Tot con	Select	%Sel
White	1	1	100%
Black	0	0	0%
Asian	0	0	0%
Am Indian	0	0	0%
Hispanic	0	0	0%
Pacific Isl	0	0	0%
Other/unk	0	0	0%
Female	0	0	0%
Male	1	1	100%

Figure C-5. Statistical Report